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Allocation Instructions

Instructions

The Allocation page provides “view only” access to project and multi-district Allocation information

The page is divided into three sections:

1. **Current Year Allocation,**
2. **Multi-district,**
3. **Total Available for Budgeting.**

1. Current Year Allocation

The first section displays adjustments to the **Current Year Allocation** through:

- **Reallocated Funds** or **Released Funds** resulting from the ESEA Title I reallocation process, or from a district choosing not to apply for funds;
- **Prior Year(s) Funds** (unbudgeted and unexpended) funds carried into the project from the prior year or awarded throughout the current fiscal year.

2. Multi-district

The next section displays **Multi-district** transfers. **Transfers In** to the administrative agent/prime applicant of a multi-district agreement and **Transfers Out** for participating member districts are shown here. The **Administrative Agent** link lists the administrative agent/prime applicant and all participating members with their contributing Allocations. Click on this link to view.

3. The Total Available for Budgeting line will reflect all adjustments to project funds and will display the total funds available for each program budget and budget detail page.

Press the **Save Page** button before proceeding to other pages or programs in the application. Failure to save each page as it is completed will result in lost data.